

Pharos 565 Series

user manual

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Safety Information

Please read the following information carefully before you start using the Pharos 565 to avoid any damage caused by improper usage:

- The device is not charged when you take it out of the box. It is recommended that you fully charge the battery before first use. Do not remove the battery while charging.
- Do not service the product yourself. Service needed on components inside these compartments should be done by an authorized service technician or provider.
- Do not use batteries which have not been specified by the manufacturer, as this may cause leakage or rupture. Damage caused by using batteries not specified by the manufacturer is not covered under warranty.
- Do not charge the battery with an AC Adapter other than the one supplied by the manufacturer, as this may cause damage to both the device and the battery.
- When discarding the batteries, dispose of them in a proper manner, according to the battery manufacturer's instructions and your local laws.
- Do not open or tamper with the device cover, as this will void your warranty.
- Do not press hard on this product, as it may cause damage to the screen or the internal components.
- Do not use the device at gas or refueling stations, chemical plants, and places containing explosives or flammable materials. The product should be placed away from heat sources such as radiators, stoves, or other products (including amplifiers) that produce heat.
- Do not strike, shake, or heat the device in a way which may cause battery leakage or rupture and damage to the device.
- Use only a manufacturer-specified stylus. Do not scratch the screen or otherwise bring it into contact with any hard objects (e.g. loose change in your pocket).
- Do not clean the screen with chemical detergents. Only use cloths specifically designed for cleaning liquid-crystal displays. Unplug the product from the wall outlet before cleaning. Do not use liquid cleaners or aerosol cleaners. Use a damp cloth for cleaning, but NEVER use water to clean the LCD screen.

- Do not expose the device to prolonged direct sunlight, or leave the device in a humid environment for extended periods of time, as this may cause damage to the device and battery.
- Do not immerse the device in water. Never use the product in a wet location.
- The device may interfere with the navigation and/or communication systems on aircraft. The use of the device on an aircraft is prohibited by laws in most countries.
- This product may cause medical equipment to malfunction. The use of this device is forbidden in most hospitals and medical clinics.
- Always use hands-free devices, if you need to use the telephony services, while driving a vehicle.
- Please turn down the volume before using headphones or other audio devices.
- Do not place the product on an unstable base.
- Do not push objects of any kind into cabinet slots or other openings in the device.
- The device should be operated from the type of power indicated on the marking label.
- If there are noticeable signs of overheating, unplug the device from the electrical outlet immediately and refer servicing to an authorized service provider.
- **WARNING:** Do not remove or damage the warranty void label on the device, as this will void your warranty.
- **Nonionizing Radiation:** This product should be operated only in the suggested typical conditions to ensure good radiative performance and safety from interference. For safety reasons, as with all other mobile radio-transmitting equipment, it is recommended that no part of the human body be allowed to come too close to the antenna during operation of the equipment.
- The antenna(s) used for this transmitter must not be co-located or operating in conjunction with any other antenna or transmitter.
- **The availability of particular features and applications for the device may vary by the model that you purchased. Please check with your dealer for details.**

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Chapter 1 | Overview

1.1 Introduction

Hardware Overview

Notification LED1

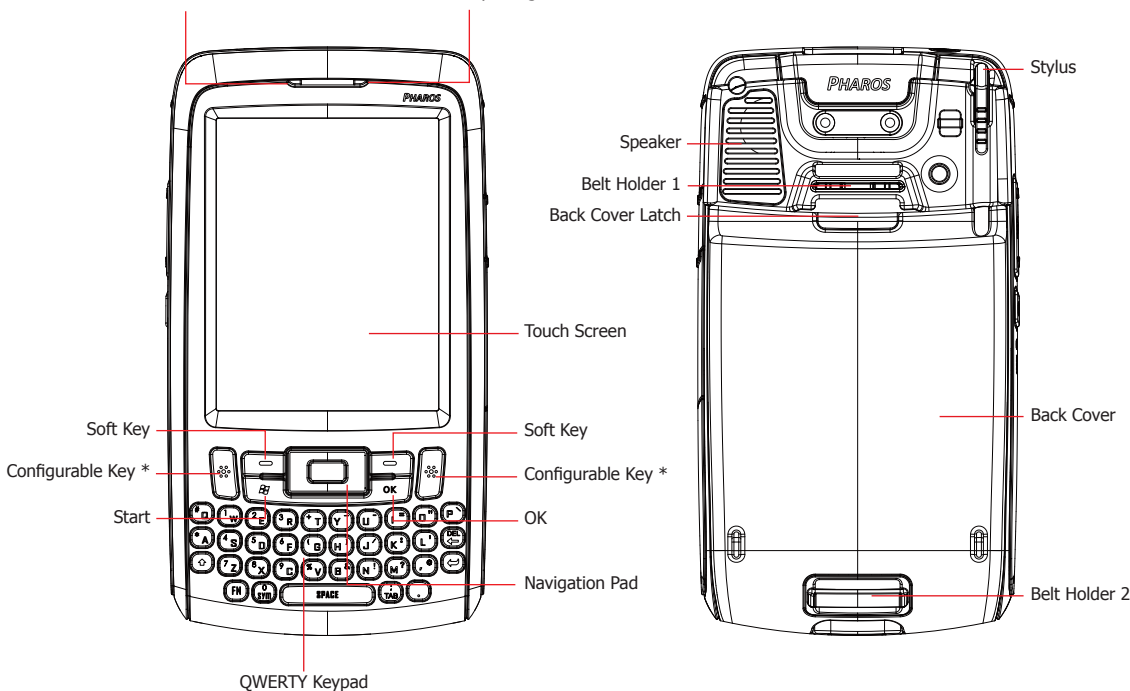
Green: Wi-Fi on

Blue: Bluetooth on

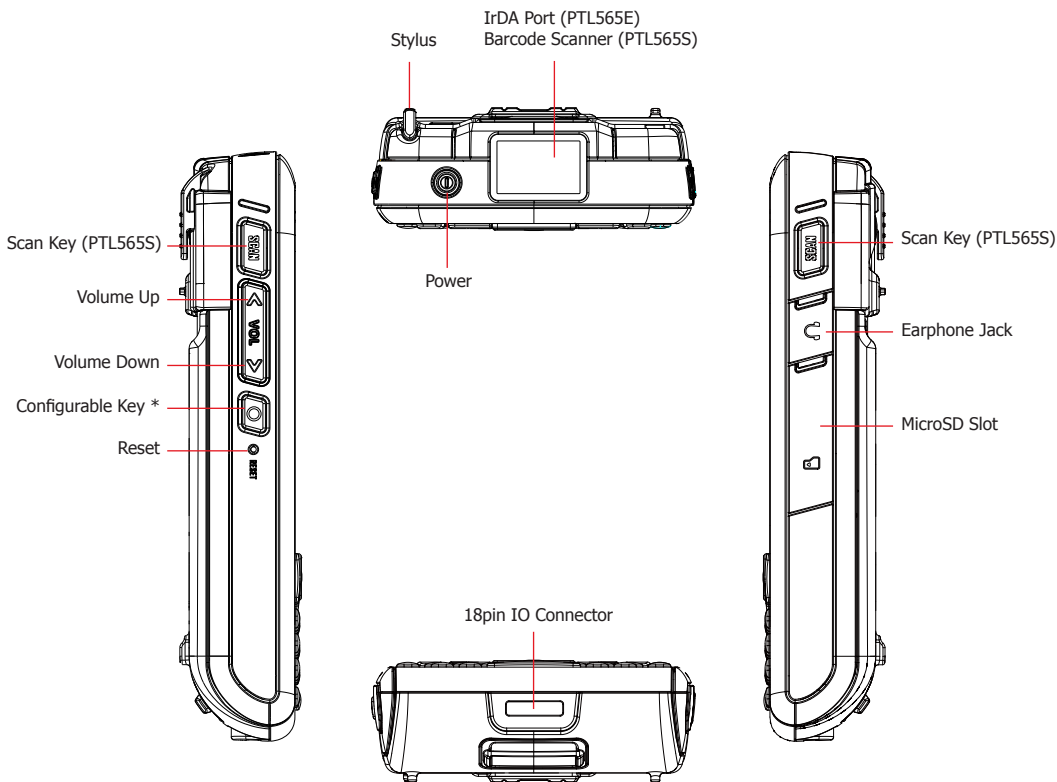
Notification LED2

Red: Charging

Green: Fully charged



* You can assign a specific program to a configurable key. Tap **Start** > **Settings** > **Personal** > **Buttons**, select one of these configurable keys, and then assign a program to the selected key.



NOTE The availability of particular features and applications for the device may vary by the model that you purchased. Please check with your dealer for details.

Accessories

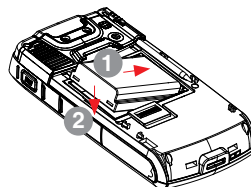
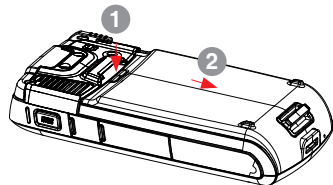
The product package includes:

- AC Adapter
- USB Cable
- Battery
- Stylus
- Getting Started Disc
- Quick Start Guide
- Warranty Card
- Microsoft License Card

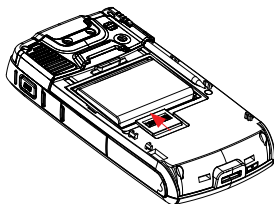
1.2 Installing Battery and MicroSD Card

Installing Battery

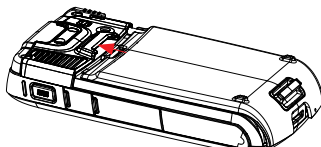
1. Hold the back cover lock latch and then slide the back cover as shown.
2. Align the gold contacts of the battery with the corresponding conductors on the device, and then push the battery into place.



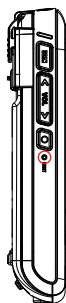
3. Push the battery latch on the back of the device upwards to lock the battery.



4. Close the cover making sure that it is securely in place.



5. After inserting/replacing a battery, press the Reset button to startup the device.

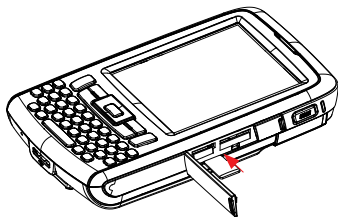


6. When the battery is completely drained, charge it for 15~20 minutes to be able to startup the device.

Installing MicroSD Card

Use a certified MicroSD card in this slot to expand the device's storage memory. To install a MicroSD card, do the following:

1. Lift the cover of the MicroSD card slot on the side of the device.
2. Insert a compatible memory card in the MicroSD card slot. Make sure that the logo side of the card is facing down.
3. Push the card in until it clicks and locks into place.
4. Close the cover and make sure that it is securely in place.



1.3 Battery Information

Battery performance depends on many factors, including your wireless service provider's network configuration, signal strength, the temperature of the environment in which you are operating the device, the features and settings you select and use, items attached to the device's connecting ports, and your voice, data, and other program usage patterns. (Factors such as signal strength and voice usage patterns only apply to devices equipped with phone capabilities.)

Charge time (average):

- Charge by AC adaptor: 4 hours
- Charge by USB port: 6 hours

Optimizing Power Performance

You can set your display and backlight settings to time out after a short time in order to conserve the battery life.

- To change display settings, tap **Start > Settings > Power > Advanced** tab, and then adjust the settings.
- To change backlight settings, Tap **Start > Settings > System > Backlight**. On the **Battery Power** tab and/or the **External Power** tab, adjust the settings.

NOTE In addition to changing display and backlight settings, you can do the following to make the battery last longer: (1) Turn off Wi-Fi. (2) Turn off Bluetooth.

Charging the Battery

1. To charge the battery, make sure the battery is sitting in the battery slot correctly.
2. Do one of the following steps:
 - Connect the device to a power outlet using the AC adaptor.
 - Connect the device to a PC with the USB cable.

NOTE To charge the device with a USB cable, you must connect the device to a functioning USB port on a PC that is powered on.

1.4 Turning On/Off the Device

- When the device is off: press and hold the Power key for five seconds to turn on the device.
- When the device is turned on: press the Power key to switch the device into sleep mode.
- When the device is in sleep mode: press the Power key to wake up the device.
- To turn off the device completely, press and hold the Power key for a few seconds, and then tap **Yes** to confirm turning off the device.

1.5 Calibrating the Device

Calibrating the device ensures that the screen will correctly respond to your stylus and fingers. When you turn on the device for the first time, you will be asked to calibrate the device. If you would like to re-calibrate the device, follow the steps below:

1. Tap **Start > Settings > System > Screen**.
2. Tap the **Align Screen** button and then follow the on-screen instructions.

1.6 Resetting the Device

Soft Reset

If the device is not performing properly, such as running slower than normal, you can soft reset it to shut down all active programs and restart the device.

To perform a soft reset, use the stylus tip to press the Reset button located at the side of the device.

Factory Reset

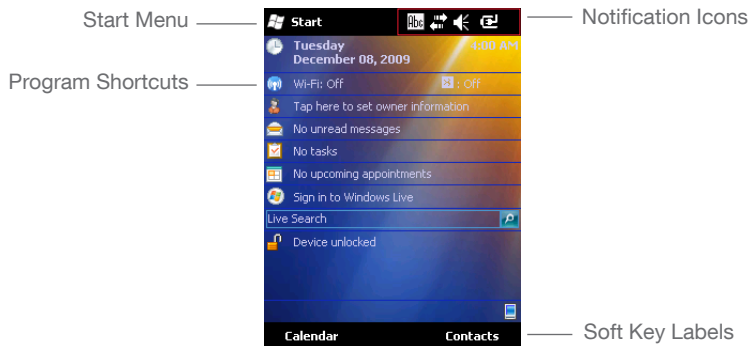
It is suggested to perform a hard reset only if a soft reset does not work. The device will be restored to its default settings after having a factory reset. To perform a hard reset, tap **Start > Settings > System > Factory Reset**, and then follow the instructions on the screen.

Please remember to backup any additional installed programs and user data before performing a factory reset; otherwise, all of them on the device will be lost.

Chapter 2 | Getting Started

2.1 Today Screen

The Today screen is usually the first screen that appears when you turn on the device for the first time each day. It displays a summary of relevant information, shows you the system status and contains a list of shortcuts to programs.



Changing Today Screen Items

To change the items shown in the Today screen, tap **Start > Settings > Today > Items** tab, then select the check boxes next to the items that you want to show in the Today screen. Tap **Move Up** or **Move Down** if you want to change their sequence.

Selecting Theme and Background Image

You can change the theme and background image for your Today screen display.

1. Tap **Start > Settings > Today**.
2. Select a preferred theme.
3. Select the **Use this picture as the background** check box and tap **Browse** to view a list of your picture files.

4. In **Folder**, select the folder that contains the picture you want to use.
5. In **Type**, select the file type of the picture.
6. Tap the file name of the picture you want to use.
7. Tap **OK** when finished.

Locking the Device

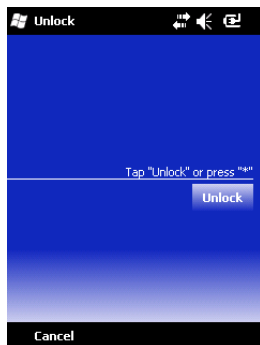
Locking the device turns off the functionality of touch screen and hardware keys. This is a helpful feature for preventing accidental key presses.

- To lock the device, tap **Start** and then tap **Lock** on the bottom bar.

Unlocking the Device

















To unlock the device, do the following steps:

1. Tap **Unlock** on the bottom bar of the Today screen.
2. Press FN and * to unlock the device, or tap the **Unlock** button on the screen.



Notification Icons

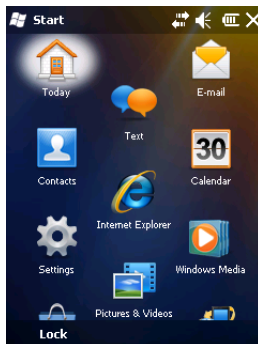
Notification icons appear at the title bar on the screen. The following table lists common status indicators and their meanings.

	Battery full		Ringer on
	Low battery		Ringer off
	Battery alert		Ringer in vibration mode
	Extremely low battery		Bluetooth
	Battery charging		Bluetooth headset detected
	Alarm		Wi-Fi connection in progress
	Data Connection is active		Synchronization in progress
	Connection is not active		Synchronization error

2.2 Start Menu

The Start menu is accessible by tapping the Start icon at the top left of the screen or pressing the hardware Start key on the device. You can open all applications on the device from here.

To open a program, tap its icon; to view additional program icons, sweep the screen upwards or downwards to scroll and view.



Moving a Program

On the Start menu, you can move your favorite programs, including programs in submenus, to the top of the list. The selected program will be moved to the upper-left position and existing item will be moved to the right one space.










1. Tap and hold the icon you want to move.
2. Tap **Move to Top**.




















To return a program to its original location, tap and hold it and then tap **Move Down**.

2.3 Programs

The following table lists icons of programs that are already installed on the device.










Programs in the Start Menu


	Today	Tap the icon to go to the Today screen.
	Text	Send and receive text messages. (Not all models of this device have text features, please consult with your dealer.)
	E-mail	Send and receive e-mails.
	Contacts	Keep track of contact information.
	Internet Explorer	Browse a web page and download new programs and files from the Internet.
	Calendar	Create meeting requests and keep track of your appointments.
	Settings	View available settings on the device. For more information on these settings, please see the next section.
	Pictures & Videos	Organize and share picture and videos on the device or a storage card.
	Windows Media	Play music and video.

	Marketplace	Use this to search, browse, and buy programs created for Windows phones directly from the Web.
	Messenger	Send and receive instant messages with your Windows Live Messenger contacts.
	Microsoft My Phone	Use this to back up and share your photos, videos, and contacts to a password-protected Web portal.
	MSN Weather	Provide access to climate content including recent weather searches, local conditions, and intraday forecasts.
	Windows Live	Access Windows Live services including Hotmail, Instant Messenger, and Spaces.
	MSN Money	Use this to track stock information in the world.
	Calculator	Perform basic calculations such as addition, subtraction, multiplication and division.
	Games	Two games are installed on the device: Bubble Breaker and Solitaire.
	Notes	Create notes, drawings, and voice recordings.
	Tasks	Create, edit, and synchronize tasks on the device and your PC.
	Office Mobile	Excel Mobile Create, edit, and view Microsoft® Excel® worksheets. OneNote Mobile Create OneNote files on the device and then synchronize them with your computer. PowerPoint Mobile View Microsoft® PowerPoint® slides and presentations. Word Mobile Create, edit, and view Microsoft® Word documents and text files.
	File Explorer	Organize and manage the files and folders on the device.
	ActiveSync	Synchronize information between the device and a PC or an Exchange Server.
	Backup Battery Switch	Use this to quickly replace the battery without turning off the device.
	Task Manager	Use this to manage currently running programs.
	Search Phone	Search contacts, files, data, and help information on the device.
	Help	Provide links guiding you to advice and answers to common questions.
	Backup Manager	Use this to backup and restore your data on the device.
	Search Widget	Use this to search on the device using the Microsoft search engine.

2.4 Settings

You can change the device's settings to suit the way you work. Tap **Start > Settings** to view all available settings.

	Power	Adjust settings to save battery power.
	Bluetooth	Configure Bluetooth settings.
	Clock & Alarms	Set the time, date, and alarm.
	Lock	Set up a device lock to make your device securer.
	Sounds & Notifications	Customize ring tones, reminders, and other notification alerts.
	Today	Select a background theme and image, and change the items that appear on the Today screen.
	Connections	Beam Set the device to receive incoming Bluetooth beams. Connection Center Turn on/off wireless and Bluetooth. Enable/disable the device functioning as a card reader. Connections Set up different types of modem connections. Enable the device to connect to the Internet or a private local network. Domain Enroll Allows you to connect the device with company resources. Wi-Fi Configure wireless networks and network adapters. USB to PC Set a USB serial connection between your device and PC when there are problems connecting ActiveSync. Wi-Fi Network Display detailed information for a connected Wi-Fi Network.
	Personal	Buttons Assign buttons to programs and controls. Input Customize the on-screen keyboard. Owner Information Enter and edit your personal information.
	System	About Display information about the operating system and the hardware configuration. Backlight Configure the display backlight of the device and adjust the brightness of the display. Certificates Manage networking certificates. Close Button Config Use this to shut down a running program by tapping or tapping and holding the Exit button. Customer Feedback Allow anonymous information about the device use to be sent to Microsoft to help improve software.


		<p>Device Information Display information about device system, software, and hardware.</p> <p>Encryption Set encryption for storage cards. You can encrypt files as they are added to an optional storage card so that the files can only be read on the device.</p> <p>Error Reporting Enable or disable error reporting.</p> <p>External GPS Set the port that programs will use to obtain GPS data.</p> <p>Factory Reset Reset all settings to the manufacturer defaults.</p> <p>Managed Programs List programs that have been installed remotely by your system administrator.</p> <p>Memory View total, in-use, and free memory, and a list of currently running programs.</p> <p>Regional Settings Customize language, date and time format, and currently information.</p> <p>Remove Programs Remove programs that you have added to the device.</p> <p>Screen Adjust screen orientation, alignment, and text size.</p> <p>Task Manager Close running programs.</p>
	Microsoft My Phone	Access, manage, and back up information on the device to a password-protected web site (the My Phone web site).

2.5 Input Methods

The device provides four on-screen input methods: Keyboard, Letter Recognizer, Block Recognizer and Transcriber. The input methods are only available on screens where you can enter text.

Keyboard

You can enter text and numbers by tapping on the keyboard displayed on the screen.

1. In a program, tap the keyboard icon () at the bottom of the screen. If you see a different input icon, tap the icon, tap the input selector arrow to the right side of the input icon, and then tap **Keyboard**.
2. Enter text and numbers by tapping keys on the on-screen keyboard or do any of the following:

- Select “123” on the keyboard to enter symbols and numbers.
- Select “CAP” on the keyboard to enter capital letters constantly.
- Select “Shift” on the keyboard to enter a single capital letter.

123	1	2	3	4	5	6	7	8	9	0	- =	↩
Tab	q	w	e	r	t	y	u	i	o	p	[]	
CAP	a	s	d	f	g	h	j	k	l	;	'	
Shift	z	x	c	v	b	n	m	,	.	/	↵	
Ctl	â	û	`	\						↓	↑	↔

NOTE To make the keys larger, tap the icon, tap the input selector arrow, and then tap **Options**. In the **Input method** list, select **Keyboard**, and then tap **Larger Keys**.

Letter Recognizer

Letter Recognizer recognizes one letter, number or symbol at a time. To launch Letter Recognizer, tap the input selector arrow to the right side of the input icon, and then tap **Letter Recognizer**.

- Write uppercase letters in the left recognition area (the ABC box).
- Write lowercase letters in the middle recognition area (the abc box).
- Write numbers and symbols in the right recognition area (the 123 box).

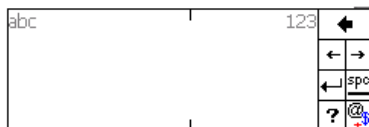
ABC	abc	123	↩
-----			← →
			← spc
			? @ #

Block Recognizer

Block recognizer recognizes letters written in on stroke. To launch Block Recognizer, tap the input selector arrow to the right side of the input icon, and then tap **Block**

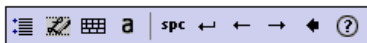
Recognizer.

- Write letters in the text recognition area (the abc box on the left).
- Write numbers and symbols in the numeric recognition area (the 123 box on the right).
- To input symbols, tap any recognition area, text or numeric, once and write symbols.



Transcriber

Transcriber recognizes handwriting in cursive and/or print. It uses the full screen as its recognition area. It interprets the movement of the stylus on the screen as you writer. To launch Transcriber, tap the input method selector arrow (the up arrow next to the input method icon) and select Transcriber. You can then write anywhere on the screen.



NOTE The transcriber comes with detailed help pages. Tap ? if you need further assistance.

Hardware Keyboard

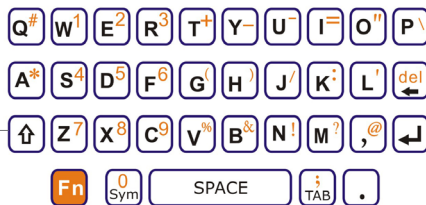
In addition to the on-screen input methods, the device is equipped with a QWERTY keypad. Please see below for tips of using the QWERTY keypad.

Shift

Press the key once (showing **Abc** on the title bar) to capitalize the first letter you enter. Press the key twice (**ABC**) to enter uppercase letters. Press the key again (**abc**) to enter lowercase letters.

Backspace/Delete

Press the key to erase the letter to the left of the cursor. Press FN (showing **Fn** on the title bar) and this key to delete the letter on the right side of the cursor. Press and hold FN and then press the key to delete letters constantly.



Function

Press the key to access the symbols and numbers in orange on the keypad. Press FN once (showing **Fn** on the title bar), the next character you enter will be a symbol or number. Press FN twice to enter numbers and symbols constantly. Press the key again to return to enter letter.

Symbol

Use the key to input symbols and accented letters. Press a character and then press SYM repeatedly (showing **áu** on the title bar), you will see accent types of this character being displayed in sequence cyclically. Stop pressing SYM while the desired accent type shows. Please refer to the table below for available symbols and accented letters.

Corresponding letters/symbols for each character:

a	à á â ã ä å æ ç è	O	Ò Ó Ô Õ Ö Ø Æ
A	À Á Â Ã Ä Å Æ Æ Æ	p	þ ƒ
c	ç ć ċ ©	P	Ɔ ƒ
C	Ç Ć Ć ©	r	®
d	ð	R	®
D	Ð	s	ß ş š
e	è é ê ë ę	S	ß Ş Š
E	Ê Ë Ë Ë	t	ţ
i	ï ï ï ï	T	Ț
I	İ İ İ İ	u	ù ú û ü ũ μ
l	ł	U	Ù Ú Û Ü Ů μ
L	Ł	y	ý
n	ñ	Y	Ý
N	Ñ	z	ž ž
o	ò ó ô õ ö ø œ	Z	Ž Ž


2.6 Clock & Alarms

Setting and Date and Time

1. Tap **Start** > **Settings** > **Clock & Alarms**.
2. On the **Time** tab, select the correct time zone and set the date and time.

Setting an Alarm

1. Tap **Start** > **Settings** > **Clock & Alarms** > **Alarm** tab.
2. Enable an alarm by selecting the check box in front of it.
3. Tap <**Description**> and then enter a name for this alarm.

4. Tap  to specify the sound and the type for this alarm.
5. Tap the desired days(s) of the week for the alarm.
6. Tap the time to set the time for the alarm.

2.7 Personalizing the Device

Sound & Notifications

You can enable sounds for events, notifications, screen taps and hardware buttons and specify the ring type and ring tone for an event.

1. Tap **Start > Settings > Sounds & Notifications**.
2. On the **Sound** tab, select the item which you want to enable a sound for.
3. On the **Notification** tab, select an event and then specify the ring type and ring tone for it.

NOTE To conserve battery power, turn off sounds and the flashing light notifications.

Owner Information

You can enter personal information and notes on the device.

1. Tap **Start > Settings > Personal > Owner Information**.
2. On the **Identification** tab, enter your personal information.
3. Tap **OK**.

NOTE If you can see owner information shown on the Today screen, you can open and edit the information directly by tapping that section of the screen.

Changing Regional and Language Settings

1. Tap **Start > Settings > System > Regional Settings**.
2. On the **Region** tab, select your language and region. You can see the default style for displaying numbers, currency, dates, and times are changed according to your selection.
3. To change other settings, tap a tab and make the changes you want.
4. Tap **OK**.

2.8 Replacing the Battery

When the main battery is low, you can quickly replace it without turning off the device.



Please make sure that Wi-Fi and Bluetooth connections are turned off before replacing the battery.

1. Tap **Start > Backup Battery Switch**.
2. Tap **Yes**. The device will be turned into backup mode.
3. Remove the back cover and replace the battery. (Please re-install the battery within 5 minutes or unsaved data may be lost.)
4. Close the back cover, the device will be recovered to the previous state.

NOTE All wireless communications will be turned off in backup mode.

Please do not connect the device to a PC with a USB cable or charge the battery while the device is in backup mode as this may cause loss of data.

An alarm set in the device will be turned off when the device is in backup mode.

It is recommended to follow normal power-off procedure before removing the battery.

Chapter 3 | Synchronizing Information

ActiveSync and Window Mobile Device Center (WMDC) synchronize information on the device with information on your PC, Exchanger server, a mobile operator/Internet service, or a Windows Live Hotmail account. (ActiveSync works on computers that have the Windows XP operating systems while WMDC works on computers that have Windows Vista or Windows 7.) With ActiveSync or WMDC, you can access your music, photos, contacts, and e-mail no matter where you are.

3.1 Installing and Setting up ActiveSync or WMDC

Before you can sync, you have to install and set up the synchronization software on your computer.

If you use Windows XP or earlier versions of Windows:

1. Install ActiveSync on your computer, as described on the Window Mobile™ Getting Started Disc that comes with the device.
2. After setup completes, connect the device to your computer through a USB cable, the Synchronization Setup Wizard will automatically start.
3. Follow the instruction on the screen to complete the wizard.
4. If you have an Exchange Server e-mail account, enter your server address and logon information. If you don't have an Exchange account, the wizard will go directly to the **Synchronization Option** page. (If you want to set up the account later, see chapter 3.3)
5. On the Synchronization Option page, select the information that you want to sync, and then click **Next**.
6. Click **Finish**.

If you use Windows Vista or Windows 7:

The Windows Vista and Windows 7 operating systems include the basic WMDC application partially installed, you can fully install WMDC on your computer from the Getting Started Disc.

1. Follow the instruction on the Windows Mobile™ Getting Started Disc to install WMDC on your computer.
2. Connect the device to your computer through a USB cable, WMDC will start automatically.
3. On your computer, click **Set up your device**.
4. Select the information that you want to sync, and then click **Next**.
5. Enter a name for the device, and clear the check box if you don't want a shortcut for WMDC on your computer.
6. Click **Set up**. WMDC will sync the selected information automatically.

NOTE To set up ActiveSync or WMDC to sync e-mail, contacts, and calendar information to your phone, you need to have Microsoft Outlook 2002, Outlook 2003, or Office Outlook 2007 installed on your PC.

Outlook e-mail can only be synchronized to one Outlook profile on the PC or one Exchange Server account.

3.2 Synchronizing Information

Starting and Stopping Synchronization Manually

NOTE You can start and stop synchronization only if the device already has a sync relationship with a PC or Exchange Server.

From the device:

1. Tap **Start** > **ActiveSync**, and then tap **Sync**.
2. To stop synchronizing, tap **Stop**.

From your computer:

1. Connect the device to your computer, and then do one of the following:
 - If you use Windows XP or earlier, ActiveSync will open on your computer automatically. Click **Sync** on the ActiveSync screen.

- If you use Windows Vista or Windows 7, click **Start > All Programs > Windows Mobile Device Center**, and then click **Sync**.
2. To stop synchronizing, click **Stop**.

Changing Default Sync Settings

ActiveSync and WMDC sync a limited amount of information by default to save storage space on the device. You can change amount of information that is synchronized by performing the following steps:

1. Disconnect the device from your computer before performing the following steps.
2. Tap **Start > ActiveSync > Menu > Options**.
3. Tap **Menu > Options**.
4. Do one or more of the following:
 - Select the checkbox for the items that you want to sync. (If you cannot select a checkbox, you might have to clear the checkbox for the same information type elsewhere in the list.)
 - Clear the check box for any items your want to exclude.
 - To customize synchronization of a computer, select the computer name and then click **Settings**.
 - To customize synchronization of particular information, select the information type and then click **Settings**.
 - To stop synchronizing with one computer completely, select the computer name and click **Delete**.
5. Tap **OK** (or **Finish** in the Exchange Server settings wizard).

NOTE Some items such as Favorites, Files and Media cannot be selected on the device. Please select or clear them from WMDC or ActiveSync on your computer.

3.3 Synchronizing with Exchange Server

If you have a Microsoft Exchange account, you can set up the device to sync directly with it and access e-mail, calendar, and contact information from the Exchange Server. You will need to get the name of the server and the server domain name from your service provider or system administrator. You must also know your Exchange user name and password.

1. Disconnect the device from your computer, and then establish an Internet connection on the device before performing the following steps.
2. Tap **Start > ActiveSync > Menu > Add Server Source**. (If you have already set up a sync partnership with an Exchange Server, the option appears as **Configure Server** instead of Add Server Source.)
3. Enter your e-mail address, select **Attempt to detect Exchange Server Settings automatically**, and then tap **Next**.
4. Enter your user name, password and domain name, and then select **Next**. If you want the device to save your password so that you will not need to enter it on each connection, select the **Save password** checkbox.
5. If automatic configuration is successful, tap **Next**. If not, enter your Sever address, and then tap **Next**. Select **This server requires an encrypted (SSL) connection** if you want to receive personal information more securely, However, if you select this option and your ISP does not support an SSL connection, you will be unable to receive e-mail.
6. Select the check box(es) for any items you want to sync.
7. To change available synchronization settings, select the type of information and then select **Settings**.
8. To change the rules for resolving synchronization conflicts, select **Menu > Advanced**.
9. Tap **Finish**.

NOTE You can also use ActiveSync or WMDC to set up the device to sync remotely with the Exchange Server. The set up wizard is started when you connect the device to your PC after installing ActiveSync or WMDC.

Changing the Synchronization Schedule

You can minimize the amount of time that you use your data connection by setting up a sync schedule for your e-mail.

1. Make sure that the device is disconnected from your computer.
2. Tap **Start > ActiveSync > Menu > Schedule**.
3. Select preferred time intervals.
4. Tap **OK**.

3.4 Synchronizing via Bluetooth

In addition to using a USB cable, you can connect and sync the device with your computer using Bluetooth.

1. Make sure your computer is equipped with a suitable Bluetooth radio.
2. Follow the instruction in ActiveSync Help on your computer for configuring Bluetooth on your computer to support ActiveSync.
3. On the device, tap **Start > ActiveSync > Menu > Connect via Bluetooth**.
4. Make sure the device and your computer are within close range. If this is the first time you have connected to your computer via Bluetooth, you must complete the Bluetooth wizard on the device and set up a Bluetooth partnership with your computer before synchronizing. This process will typically involve exchanging a pass-key between the device and your computer. (Please refer to **chapter 6.3** if you need more information on this.)
5. When finished, tap **Menu > Disconnect Bluetooth**.

NOTE To conserve battery power, turn off Bluetooth after the synchronization is completed.

You can't sync for the first time by using Bluetooth.

3.5 Synchronizing via Infrared

To synchronize using infrared, you have to set up your infrared-enabled PC to receive an infrared beam.

1. Follow the instructions in ActiveSync or WMDC Help on your PC for setting up your PC to receive infrared beams.
2. Align the infrared port on the top of the device with the infrared port on your PC. Make sure they are unobstructed and within close range (no more than 1 meter apart).
3. On the device, tap **Start > ActiveSync**.
4. Tap **Menu > Connect via IR**. ActiveSync or WMDC will sync automatically when the connection is established. If it does not start automatically, tap **Sync**.
5. Tap **Menu > Disconnect** to end the connection.

Chapter 4 | Contacts and E-mails

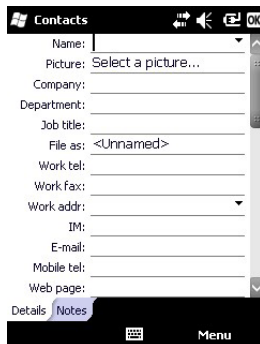
4.1 Managing Contacts

A contact is a person, place, or organization that you want to communicate with from the device. You can store related information and assign a picture or a category to a contact. After that, you can easily e-mail or manage a contact from the contacts list. (If you set up Windows Live or Messenger on the device, your Messenger contacts will be merged with the on-device contact list.)

NOTE If you use Microsoft Outlook on your computer, you can sync contacts between the device and your computer.

Adding a New Contact

1. Do any of the following:
 - Tap **Contacts** at the bottom bar of the Today screen.
 - Tap **Start > Contacts**.
2. Tap **New**.
3. Select **Outlook Contact**.
4. Enter the information for the new contact, and then tap **OK**.



The screenshot shows the 'Add Outlook Contact' screen in a Windows Phone application. At the top, there's a title bar with the Windows logo, the word 'Contacts', and three icons: a share icon, a back arrow, and an 'OK' button. Below the title bar, there's a list of fields for contact information: Name (with a dropdown arrow), Picture (with a 'Select a picture...' link), Company, Department, Job title, File as (set to '<Unnamed>'), Work tel, Work fax, Work addr (with a dropdown arrow), IM, E-mail, Mobile tel, and Web page. At the bottom, there are two tabs: 'Details' (which is selected and highlighted in blue) and 'Notes'. To the right of the tabs is a 'Menu' button.

Creating a Contact Group

After setting up contact groups, you can send many emails at a time by groups.

1. Tap **Contact** on the Today screen or tap **Start > Contacts**.
2. Tap **New > E-mail Group**.
3. Enter a group name, and then tap **Add Member** to add contacts to this group.
4. Tap **OK**.

Viewing or Editing Contact Information

1. Tap **Start > Contacts** or tap **Contacts** on the Today screen.
2. Scroll to and tap the contact you want to view or edit.
3. Tap **Menu > Edit**.
4. Make the changes that you want.
5. Tap **OK** when finished.

NOTE If you have assigned a categories to your contacts, you can filter and display the contacts by category.

Deleting a Contact

1. Tap **Start > Contacts** or tap **Contacts** on the Today screen.
2. Scroll to the contact you want to delete.
3. Tap **Menu > Delete Contact**.
4. Tap **Yes** to confirm.

4.2 Setting up E-mail Accounts

The device can have multiple e-mail accounts at the same time. You have to set up synchronization with existing e-mail accounts before sending and receiving e-mails on the device.

NOTE The device must have a Wi-Fi connection before setting up e-mail accounts.

Setting up Synchronization with Microsoft Outlook

To set up the account, you must obtain the names of the Exchange Server and the server domain from your service provider or system administrator. You must also know our Exchange user name and password.

1. Tap **Start > E-mail > Setup E-mail**.
2. Enter your e-mail address and password. Select **Save password** if you want, or you can enter the password each time you send and receive e-mails. Tap **Next**.
3. To obtain e-mail server settings automatically, select **Try to get email settings automatically from the Internet**, and then tap **Next**.
4. When Auto Setup has finished, tap **Next**. If Auto Setup did not find the settings, go to step 5. If Auto Setup found the settings and completed successfully, go to step 9.
5. In the **Your e-mail provider** field, select **Exchange server**, and then tap **Next**.
6. Enter your name and then tap **Next**.
7. Enter your incoming mail server and Account type information, and then tap **Next**.
8. Enter your user name and password.
9. Select the check boxes for the types of information that you want to synchronize with Exchange Server. Tap **Menu > Advanced** or Tap **Settings** if you want to change more settings and options.
10. Tap **Finish**.

Setting up Synchronization with a Windows Live Hotmail Account

You can set up the device to send and receive e-mail from your Window Live Hotmail account.

NOTE The device must have a Wi-Fi connection before performing the following steps.

1. Tap **Start > E-mail > Setup E-mail**.
2. Enter your e-mail address and password, select **Save password**, and then tap **Next**.
3. When Auto Setup has finished, tap **Next**.

4. Tap **Accept**.
5. If you do not want Windows Live options to appear on the Today screen, clear the **Live Search bar** and **Window Live services** check boxes, and then tap **Next**.
6. If you want to sync contacts and e-mails, select **Store Windows Live contacts in your mobile phone's contact list** and **Sync e-mail**. If you want your contacts to show in your phone contact list, select **Merge duplicate contact**.
7. Tap **Next**. The device will try to sync with your Hotmail account.
8. Tap **Done** if needed.

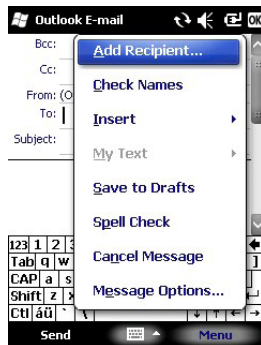
Setting up Synchronization with an Internet Service Provider

If you have an e-mail account with an Internet Service Provider (such as Yahoo! Mail), you can set up your phone to sync your e-mail with that account.

1. Tap **Start > E-mail > Setup E-mail**.
2. Enter your e-mail address and password, select **Save password**, and then tap **Next**.
3. To get e-mail server settings automatically, select **Try to get e-mail settings automatically from the Internet**. Tap **Next**.
4. When Auto Setup has finished, tap **Next**.
5. If the device wasn't able to detect your e-mail settings, you will need to enter this information manually. In the **Your e-mail provider** drop-down list, select your e-mail provider (Internet e-mail or custom domain). Tap **Next**.
6. If you selected **Custom domain**, enter the name of your e-mail address provider (such as live.com or hotmail.com), and then tap **Next**.
7. In the **Incoming mail server** box, enter your incoming mail server name. In the **Account type** list, select your account type, and then tap **Next**.
8. Enter your username and password, and then tap **Next**.
9. In the **Outgoing (SMTP) mail server** box, enter your outgoing mail server name, and then tap **Next**. Select **Outgoing server requires authentication** if your e-mail server requires authentication.
10. Select how often to sync your e-mail, and then tap **Finish**.

Composing and Sending an E-mail

1. Tap **Start** > **E-mail**.
2. Scroll to and tap to open an e-mail account.
3. Tap **Menu** > **New**. This will bring up a new e-mail form.
4. Enter recipient e-mail address in the **To**, **Cc** and/or **Bcc** fields as necessary. To insert an e-mail address from your contacts, tap **Menu** > **Add Recipient**, then select a name. Insert a semicolon (;) between multiple addresses.



5. In the Subject field, type in a subject.
6. Scroll to or tap the message area and enter your message.
7. Tap **Send**. E-mail messages are stored in the Outbox and are sent to recipients the next time you sync or connect to your e-mail server.

NOTE To change message settings such as its priority, tap **Menu** > **Message Options** in the message you are editing. Select the type of option to change and then tap **OK**.

To cancel a message before you send it, tap **Menu** > **Cancel Message**.

Reading an E-mail Message

1. Tap **Start > E-mail**.
2. Scroll to and tap to open an e-mail account.
3. Make sure the folder drop-down menu says **Inbox ▼**. If it doesn't, tap the drop-down menu and select **Inbox** under this e-mail account.
4. In the e-mail list, tap the e-mail message you want to read.

Chapter 5 | Basic Applications

5.1 Calendar

You can use the Calendar program to schedule appointments, including meetings and other events. You can also set the Calendar to remind you of appointments with a sound or a flashing light. If you use Outlook on your PC, you can create appointments in Outlook and sync them to the device.

Scheduling an Appointment

1. Tap **Start** > **Calendar** > **Menu** > **New Appointment**.
2. Enter information about the appointment.
3. To schedule an all-day event, in the **All Day** field, tap **Yes**. Please notice the all-day event will not occupy blocks of time in Calendar, it will appear in banners at the top of the Calendar view instead.
4. Assign a category to the appointment or create a new one for it, if needed.
5. Tap **OK** to save the appointment.

NOTE To update an appointment, open it and then tap **Menu** > **Edit**.

Deleting an Appointment

1. Tap **Start** > **Calendar**.
2. Scroll to the appointment, and then tap **Menu** > **Delete Appointment**.
3. If the appointment is recurring, tap **All** to delete the series, or tap **One** to delete only the current occurrence.

NOTE When you delete an appointment in Calendar on the device, it is also deleted on your PC the next time you synchronize.

Changing the Calendar View

You can look at your appointment in Agenda, Day, Week, Month or Year view. To see detailed appointment information in any view, tap the appointment. To see a list of available actions for an appointment, tap and hold the appointment.

1. Tap **Start > Calendar > Menu > View**, and then select the view you want. You can view your calendar in the following layout:
 - Today's agenda.
 - Appointments for the week.
 - Agenda for a specific date.
 - Appointments for the month.

NOTE You can also cycle through the view by tapping Agenda, Day, Week, Month or Year on the menu bar.

Moving around in the Calendar

1. Tap **Start > Calendar**.
2. Tap **Day, Week, Month, Year, or Agenda**.
3. Do any one or more of the following:
 - Scroll right to left to move forward in time.
 - Scroll left to right to move backward in time.
 - Brush up and down to scroll through lists.
 - To add an appointment, tap a time slot, and then tap **Menu > New Appointment**.
 - To view an appointment, tap the item.

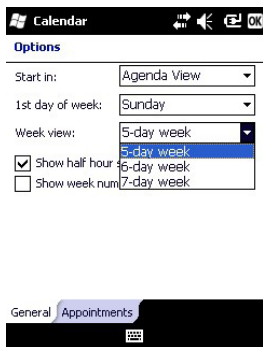
Responding to an Outlook Meeting Request

You can receive and respond to Microsoft Outlook meeting requests with the device just like the way you work with Outlook meeting requests on your computer. The next time you synchronize, the meeting will be added to your computer's Outlook calendar.

1. Tap **Start > E-mail > Outlook E-mail**.
2. Tap the meeting request and do on of the following:
 - Tap **Accept** to insert the meeting into your calendar.
 - Tap **Menu > Decline** to decline the request.
 - Tap **Menu > Tentative** to insert a tentative meeting into your calendar.

Changing the Default Calendar Settings

1. Tap **Start** > **Calendar** > **Menu** > **Tools** > **Options**. Do any of the following:
 - In **Start** in, select the calendar view you prefer.
 - To specify the first day of the week, in **1st day of week**, tap **Sunday** or **Monday**.
 - To specify the number of days you want to appear in a week, in **Week view**, tap **5-day week**, **6-day week**, or **7-day week**.



2. Tap **OK** to save settings.

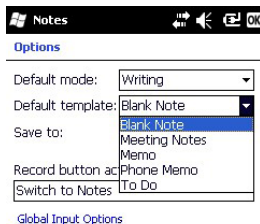
5.2 Notes

The Notes program helps you to quickly capture thoughts, questions, reminders, to-do lists and meeting notes. You can create handwritten and typed notes, record voice notes, covert handwritten notes to text for easy readability, and send notes to others.

Your notes and recordings are displayed in the note list. If you have a long list, tap the sort list (labeled Name by default) and select the option you want. To open a note or play a recording, tap it. To see a list of available actions for a note or recording, tap and hold the note or recording.

Setting the Default Input Mode and Template for Notes

1. Tap **Start** > **Notes** > **Menu** > **Options**.
2. In Default mode, select **Writing** or **Typing**.
3. Select a template from Default template.





4. Tap **OK** to save your settings.

Creating a Note

1. Tap **Start > Notes**.
2. Tap **New** and enter text. If you want to change the input mode, tap **Menu > Draw** to switch to a different mode.
3. Tap **OK** to save your note.

NOTE Your note will be given a default name when you save it. To change the name, tap and hold the note in the note list and then tap **Rename**.

Recording a Voice Note

1. Tap **Start > Notes**.
2. To record a voice note in a note, scroll to and tap the note. Skip this step if you want to create a stand-alone voice recording.
3. If the recording toolbar is not shown, tap **Menu > View Recording Toolbar**.
4. Tap the RECORD button () on the recording toolbar and speak into the microphone to start a voice recording.
5. Tap the STOP button () on the recording toolbar when finished. (The recording will appear in the notes list. Tap it if you want to review it.)
6. Tap **OK** to return to the notes list.

NOTE You can change the recording formats. In the note list, tap **Menu > Options > Global Input Options** link > **Option** tab, and then select the desired format.

Deleting a Note

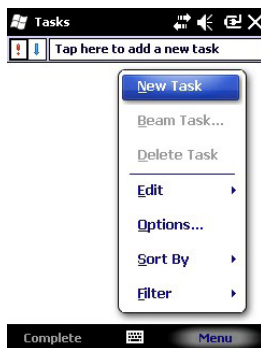
1. Tap **Start > Notes**.
2. Tap and hold the note, and then tap the **Delete** command.
3. Tap **Yes** to confirm deleting the selected note.

5.3 Tasks

You can use the Tasks program to keep track of things you need to do. A task can occur once or repeatedly (recurring). You can set reminders for your tasks and organize them by using categories.

Creating a Task

1. Tap **Start > Tasks**.
2. Do one of the following:
 - To quickly add a new task, tap the box labeled **Tap here to add a new task**, enter the task name, and then press Enter.
 - Tap **Menu > New Task** and enter details about the new task.



3. Tap **OK** to save the task. You can see your tasks are displayed in a task list. Overdue tasks are displayed in red.

NOTE To mark a task as complete, check the box next to the task. Clear the check box if you want to reopen it.

If you use Outlook on your computer, you can synchronize tasks between the device and your computer to keep your task list up to date in both locations.

Updating a Task

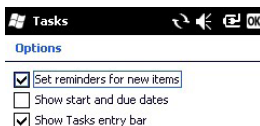
1. Tap **Start > Task**.
2. Open the task and then tap **Edit**.
3. Tap **OK** when finished making changes.

Deleting a Task

1. Tap **Start > Task**.
2. Scroll to the task and then tap **Menu > Delete Task**.
3. Tap **Yes** to confirm.

Setting Tasks Options

1. Tap **Start > Tasks > Menu > Options**.
2. Select the options you prefer.



3. Tap **OK** when finished.

5.4 Working with Office Mobile

You can view Microsoft Office Word, Excel, and PowerPoint files on the device by using the mobile versions of these applications. You can create notes containing various types of content including voice recording and pictures. Moreover, you can edit Word documents and Excel worksheets on the device.

Opening a File

1. Tap **Start** > **Office Mobile**.
2. Tap a program: Excel Mobile, OneNote Mobile, PowerPoint Mobile, or Word Mobile.
3. In the file list, tap the file that you want to open.

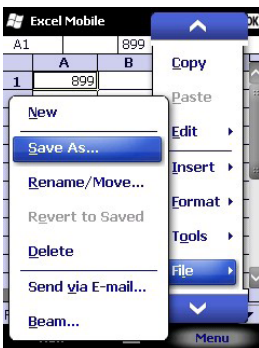
NOTE You can have only one document, workbook, or note open at a time. When you open a second item of the same type, the first item is saved and closed automatically.

Creating a File

1. Tap **Start** > **Office Mobile**.
2. Tap a program. Tap **New** if it does not open a file automatically.
3. Enter text and data.
4. Tap **OK** to save the file. The file will be named automatically, if you want to rename it, scroll to the file, and then tap **Menu** > **Rename/Move**.

Creating a Template

1. Tap **Start** > **Office Mobile**.
2. Open or create a file. Enter text or information that you want to use in a template.
3. Tap **Menu** > **File** > **Save As**.



4. Enter a name and select the correct type for the new template.
5. In **Folder**, select **Templates**.
6. In **Location**, select **Main memory**.
7. Tap **Save**.

NOTE To create documents or workbooks by using a template, tap **Menu** > **Options** from the program list, and then select the template. All new files will be established upon the template afterwards.

Finding or Replacing Text or Data

1. In a document or workbook, tap **Menu** > **Edit** > **Find/Replace**.
2. In **Find what**, enter the text you want to find.
3. Select the appropriate search options.
4. Tap **Find** or **Replace**.

NOTE In Excel files, you can limit your search by selecting specific cells before you find or replace text.

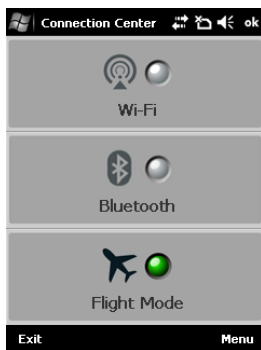
Chapter 6 | Making Connections

The device can connect to the Internet, to your computer, and to other devices and services. With an active connection on the device, you can browse the Web, download e-mails or use Windows Live Messenger.

6.1 Connection Center

You can use Connection Center to quickly and easily turn your Bluetooth and Wi-Fi on or off. Connection Center is useful when you need to reduce battery consumption or if you use the device on an aircraft.

1. To open Connection Center, tap **Start > Settings > Connections > Connection Center**.
2. Do any one or combination of the following steps:
 - Tap the **Wi-Fi** button to turn it on or off.
 - Tap the **Bluetooth** button to turn it on or off.
 - Tap the **Flight Mode** button to turn all wireless power off.
3. Tap **Exit** or **OK** when finished.



NOTE After opening Connection Center, you can tap **Menu** to access Wi-Fi and Bluetooth settings.

6.2 Wi-Fi Data Connections

Wi-Fi wirelessly connects the device to the Internet through access points (also known as “hotspots”) that can be up to 30 meters away. When the device encounters a hotspot, it can then connect to the network wirelessly. While some hotspots are free, most public Wi-Fi networks are provided by private internet service providers (ISPs) or wireless carriers, and using these networks will typically require payment of a connection fee.



The Wi-Fi connection is disabled when the device is synchronizing with a PC.

Turning Wi-Fi on or off

1. Tap **Start** > **Settings** > **Connections** > **Wi-Fi**.
2. Tap **Search for Networks**. The device will detect available Wi-Fi networks. You can then tap the desired one.
3. Select the network you want to connect to.
4. In the **Connects to** list, select **Internet** or **Work**. If you select a secure network, you may need to enter network key provided by the network administrator.
5. If the network is hidden, select **This is a hidden network**. If you want to connect to another device instead of a network through an access point, select **This is a device-to-device (ad-hoc) connection**. Tap **Next**.
6. Select your Network Authentication settings, then tap **Next**. (The default choices are often appropriate.)
7. Tap **Finish**.

NOTE If you want to switch to another Wi-Fi network, tap **Start** > **Settings** > **Connections** > **Wi-Fi**. Select the network and then tap **Connect**.

Editing a Wi-Fi Connection

1. Refer to the previous section to turn on Wi-Fi.
2. Tap **Start** > **Settings** > **Connections** > **Wi-Fi**.

3. On **Wireless** tab, you can see currently available wireless networks. Select the connection that you want to edit, tap **Menu** > **Edit**.
4. Make changes and then tap **Finish** to save your settings.

Creating a Wireless Connection

Some Wi-Fi networks are hidden. You might need to enter the network settings manually. To set up a new Wi-Fi network, you will need to have your home router settings or information from your administrator about joining the corporate Wi-Fi network.

1. Tap **Start** > **Settings** > **Connections** > **Wi-Fi**.
2. Tap **Menu** > **Add New**.
3. Enter the Network name, select a Network type, select **This is a hidden network**, and then tap **Next**. If you want to connect to another device instead of a network through an access point, select **This is a device-to-device (ad-hoc) connection**.
4. Enter required information, and then tap **Next**.
5. Select or clear **Use IEEE 802.1X network access control**.
6. To use EAP (Extensible Authentication Protocol) or smart card authentication, make the selections appropriate to your choice of authentication.
7. Tap **Finish**.

Deleting a Wi-Fi Connection

1. Tap **Start** > **Settings** > **Connections** > **Wi-Fi**.
2. Select the connections that you want to delete, tap **Menu** > **Remove Settings**.

6.3 Bluetooth Connections

Bluetooth is a short-range wireless communication technology. Device with Bluetooth capabilities can exchange information over a distance of about 10 meters without requiring a physical connection.

The device can connect to other Bluetooth-enabled devices such as computers, mobile devices, and Bluetooth-enabled accessories such as headsets and car kits.

To use Bluetooth for beaming (exchanging) information, you have to turn on Bluetooth and establish a Bluetooth partnership between the device and the other device.

Turning Bluetooth on or off

1. Tap **Start > Settings > Bluetooth**.
2. On the **Mode** tab, select or clear **Turn on Bluetooth**.
3. Tap **OK**.

NOTE After you turn Bluetooth on, the device will remember this setting and turn it back on automatically whenever the device is on. To save battery power, please turn off Bluetooth after beaming information.

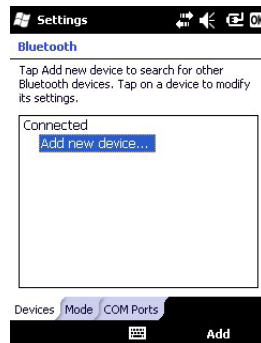
Making the Device Visible to Other Devices

After you turn Bluetooth on, the device can detect other devices that use Bluetooth, but they will be unable to detect the device unless you have made the device visible. For improved security, set the device visible only when you are establishing new partnerships.

1. Tap **Start > Settings > Bluetooth**.
2. On the **Mode** tab, select **Turn on Bluetooth**, and then select **Make this device visible to other devices**.
3. Tap **OK**.

Creating a Bluetooth Partnership

1. Make sure both Bluetooth devices are set to Visible and are within range.
2. Tap **Start > Settings > Bluetooth**.
3. On the **Devices** tab, tap **Add new device**. The device will search for and list other Bluetooth-enabled devices within range.



4. Select the device that you want to add and tap **Next**. If the device you are looking for does not appear in the list, tap **Refresh**.
5. In **Passcode**, enter an alphanumeric passcode between 1 and 16 characters, and then tap **Next**. Otherwise, leave the passcode blank. For security reasons, it is strongly recommended that you use a passcode.
6. Enter the same passcode on the other device (there will be a prompt to do so).
7. Select the service to use from the partner device, tap **Finish**.

Receiving a File

1. Refer to the previous section to establish a Bluetooth partnership.
2. Tap **Start > Settings > Connections > Beam**.
3. Select **Receive all incoming beams**, and then tap **OK**.
4. Tap **Start > Settings > Bluetooth**.
5. On the **Mode** tab, tap **Make this device visible for other devices**.
6. On your PC (or other Bluetooth-enabled devices), locate the file or item you want to send. For example, on your PC, you would use Windows Explorer to locate the file.
7. In the example above, right-click the file and select the destination device under “to Bluetooth”.
8. Tap **Yes** when the device prompts about receiving a file.
9. After the transmission process is finished, the file should be saved in My Documents on the device.

Beaming an Item

Once you create a partnership, the two partnership Bluetooth-enabled devices don't need to be discoverable to communicate. You can beam files and information such as contacts, pictures, tasks, appointments, voice notes, and files to other devices using Bluetooth.

1. Tap **Start > Settings > Bluetooth**.
2. On the **Mode** tab, select **Turn on Bluetooth**.
3. Select an item you want to beam. For example, open a task in Tasks.
4. Tap **Menu > Beam**.

5. Tap the destination device. If the target device does not appear in the list, ensure that the device is turned on, discoverable, and within close range of the device.
6. Tap **OK** after the transfer is done.

Setting up the Device as a Bluetooth Modem

When the device is connected to your PC by using Bluetooth, You can connect your PC to the Internet by using the device's networking capability.

1. Establish a Bluetooth partnership between the device and your PC (refer to the section "Creating a Bluetooth Partnership" in this chapter) and turn on Bluetooth on the device and your PC.
2. Tap **Start > Internet Sharing**.
3. In **PC Connection**, select **Bluetooth PAN**.
4. In **Network Connection**, select the connection that you want to use.
5. Tap **Connect** on the device.
6. Set up a Bluetooth PAN (Personal Area Network) on your PC.
7. Tap **Connect** on the device.

6.4 Infrared Connections

An infrared connection enables you to share information wirelessly with other infrared-enabled devices over a distance of a meter. You can easily share your appointments, contacts, pictures, and other information with another infrared-enabled device via infrared.

Set up the Device to Receive Incoming Beams

You have to set up your device to receive beams before receiving or beaming a file.

1. Tap **Start > Settings > Connections > Beam**.
2. Select **Receive incoming beams**.
3. Tap **OK**.

NOTE Once you select Receive incoming beams, the device automatically receives beams until you clear this checkbox.

Beaming an Item

1. Refer to the previous section, set up the device to receive beams.
2. In Calendar, Contacts, Notes, Task, or Pictures, select an item that you want to beam. (In Calendar, for example, first open the appointment in Agenda view.)
3. Tap **Menu** > **Beam**.
4. Align the infrared ports at close range (no more than 1 meter apart). Wait until the device name appears on the list, scroll to it, and then tap it.
5. Tap **Yes** at the confirmation prompt.

Receiving a File

1. Refer to the previous section, set up the device to receive beams.
2. Align the infrared port on the top of the device with the infrared port on your PC or other infrared-enabled device. Make sure they are unobstructed and within close range.
3. After your PC detects a new infrared connection, select a file to send to your device and click the **Send** button.
4. Tap **Yes** at the prompt to confirm receiving the file.
5. After the transmission process is finished, the file should appear on the device under **My Documents** in the File Explorer.

6.5 USB Connections

A USB connection is a wired connection that lets you connect the device to your computer for synchronizing data. With a USB connection, you can connect your PC to the Internet by using the device's networking capability and copy or move files between your PC and your device.

You have to install ActiveSync or WMDC (see chapter three for more information) on your PC in order to use a USB connection.

Transferring Files

1. Connect the device to your PC with a USB cable.
2. On your PC, right-click **Start**, click **Explorer**, and then open the folder to or from which you want to copy or move a file.
3. Right-click the file that you want to copy or move, then click **Copy** or **Cut**.
4. Scroll to and then click **Mobile Device**, open the folder to or from which you want to copy or move a file. Right-click in the folder that you want to move it to, and then click **Copy**, **Cut** or **Paste**.
5. Click **OK** when the File Conversion dialog box appears.

Changing USB-to-PC Connection Type

In some cases, you may find ActiveSync or WMDC do not recognize the device when it is connected to your PC with a USB cable, or you may find your PC disconnects the connections with the device when your PC is connected to the Internet or a local network. If this happens, try the following to resolve sync connection problems.

1. Tap **Start** > **Settings** > **Connections** > **USB to PC**.
2. Select or clear **Enable advanced network functionality**.
3. Tap **OK**.

Chapter 7 | Other Applications

7.1 Browsing the Internet

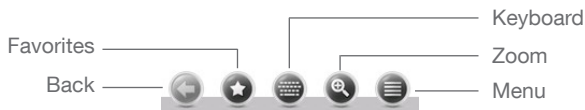
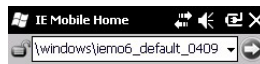
You can use Internet Explorer Mobile to browse the Internet once the device has connected to a Wi-Fi Network.

To establish a Wi-Fi connection:

1. Tap **Start** > **Settings** > **Connection** > **Connection Center**.
2. Tap the **Wi-Fi** button (unless it already says “On”). The device will detect available Wi-Fi networks.
3. Select the network you want to connect to, and then tap **OK**.
4. If required, select **Internet** or **Work** and then tap **Connect**. If you select a secure network, you will need to enter network key provided by the network administrator.
5. Follow the prompts to finish related settings.

To browse a Web page:

1. Tap **Start** > **Internet Explorer**.
2. Enter a Web address in the address bar, then tap the go icon ().



NOTE You can tap the screen to change to reading mode, in which a maximized view of the Web page with the address bar and the menu bar hidden from view. To return to overview mode, tap the restore icon in the lower right.

You can use touch gestures to move around the Web page.

Changing the Size of Text on Web Pages

1. Tap **Start** > **Internet Explorer**.
2. Tap **Menu** > **View** > **Text Size**, then select the size you want.

Showing or Hiding Pictures on Web Pages

1. Tap **Start** > **Internet Explorer**.
2. Tap **Menu** > **Tools** > **Options** > **Other**, then select **Show Pictures**. Images on the Web pages that you visit will be downloaded. Un-check this item if you do not want Internet Explorer to show pictures.

Changing Web Page Display Options

1. Tap **Start** > **Internet Explorer**.
2. Tap **Menu** > **View**, then select one of the following:
 - Mobile: arranges the content into one column that is as wide as the screen. This means that you will rarely have to scroll horizontally.
 - Desktop: maintains a layout similar to what you see on a desktop computer, but makes items smaller.






Sending a Link by E-mail

1. Tap **Start** > **Internet Explorer**.
2. Go to the page you want to send.
3. Tap **Menu** > **Tools** > **Send Link**.
4. The Messaging account list will appear. Tap an account.
5. A new message will be created with the page address inserted in the message body. Choose a recipient, enter any accompanying message and then tap **Send**.

Clearing History, Cookies, or Temporary Files

1. Tap **Start** > **Internet Explorer**.
2. Tap **Menu** > **Tools** > **Options**.
3. Tap **Browsing History**.
4. Select an item (Temporary Files, Cookies or History) and then select **Clear**.
5. Tap **Done** when finished.

Managing the Favorites List

1. Tap **Start** > **Internet Explorer**.
2. Go to the page you want to add, then tap Favorites () on the menu bar.
3. Do any one or combination of the following steps:
 - Tap  to add the web page.
 - Tap  to create a new folder.
 - Tap  to rename a folder or edit a favorite.
 - Tap  to delete a folder or a favorite.

7.2 Windows Live Messenger

You can send instant messages over the Internet with Windows Live Messenger.

NOTE The device must be connected to the Internet before you can start using Windows Live Messenger. To connect to the Internet, refer to chapter 6 for details. You must have a valid Microsoft.NET Passport or Hotmail account before you can sign in to Windows Live Messenger.

Singing In to Windows Live Messenger

1. Tap **Start** > **Messenger**.
2. In **Sign in as**, choose a display status (e.g. Online or Busy), and then tap **Sign in**.
3. Before using Windows Live Messenger for the first time, you have to accept the Windows Live Terms of Use and Privacy Statement. Tap **Accept** to continue.
4. Enter your Windows ID and password and tap **Next**.
5. Select whether to show Window Live on the Today screen or not. Tap **Next**.
6. Choose from the Sync options and then tap **Next**.
7. Window Live Messenger will sign you in online.

NOTE To sign out of Windows Live Messenger, tap **Menu** > **Sign out**.

Adding/Deleting a Windows Live Messenger Contact

1. Sign in to Windows Live Messenger.
2. Do any of the following steps:
 - To add a contact, tap **Menu > Add New Contact** and then follow the on-screen instructions.
 - To delete a contact, tap and hold the contact name in the Windows Live contact list, tap **View contact's info > Menu > Delete Contact**.

Sending and Instant Message

1. Sign in to Windows Live Messenger.
2. Select the contact's name and then tap **Send IM**.
3. Enter a message, tap **Send**.
4. To close the chat window, tap **Menu > End conversation**.

Changing Windows Live Messenger Settings

1. Sign in to Windows Live Messenger.
2. Tap **Menu > Options**.
3. Select from the available options and then tap **Done**.

Deleting or Changing the Windows Live Account

1. Sign in to Windows Live Messenger.
2. Tap **Menu > Window Live**.
3. Tap **Menu > Account options**.
4. Tap **Switch Windows Live ID**. This will delete all settings, including contacts and e-mails, associated with the Windows Live Account.
5. Tap **Yes** to confirm.

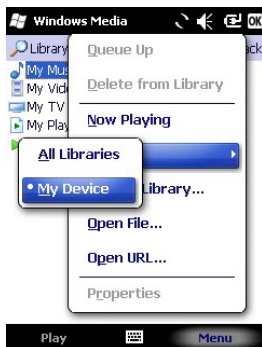
7.3 Window Media

The device comes with Windows Media Player pre-loaded, which allows you to play digital audio and video files stored locally or on a network.

Transferring Music and Videos to the Device

If you want to store the media files to a storage card, insert a MicroSD card in the device before connecting the device to a PC.

1. On your computer, open **Windows Media Player**.
2. Connect the device to your computer using a USB cable.
3. In Windows Media Player on your computer, click **Sync**.
4. Drag each item you want to sync to the device pane of the Windows Media Player window.
5. Click **Start Sync**. This will start the synchronization process.
6. After transferring your media files, update your mobile device Media Library:
 - a. Tap **Start > Windows Media**.
 - b. Tap **Menu > Library > My Device**.



- c. Tap **Library > Storage Card** if the files are stored in the MicroSD card. Otherwise, skip this step.
- d. Tap **Menu > Update Library**.
- e. Tap **Done** when update is completed.

Playing Media Files on the Device

1. Tap **Start > Window Media**.
2. Tap **Menu > Library** to open the Library screen.
3. Tap a category (e.g. My Music > All Music).
4. Select an item and then tap **Play**.

Saving a New Playlist

1. Tap **Start > Windows Media**.
2. Tap **Menu > Library**.
3. Select a category (e.g. My Music > All Music).
4. Select an item, tap **Menu > Queue Up**. Selected item will be added to the Now Playing list immediately.
5. Tap **Menu > Now Playing**.
6. Tap **Menu > Save Playlist**.
7. Enter a name for the playlist and then select **Done**.

NOTE On the Window Media playback screen, you can tap Menu > Options to change playback settings.

7.4 GPS

A GPS (Global Positioning System) signal receiver is built in the device. You have to install mapping software such as Pharos Smart Navigator on the device to start navigating. Please follow the instructions of your mapping software to install it and use the navigation functions. You may need to specify the GPS hardware port when installing the mapping software. Select the following value if requested.

- GPS hardware port: COM4
- Baud rate: 57600



Some mapping or GPS navigation software may not be compatible with the device, please consult with the software provider before installing the software.

Receiving Better Satellite Signals

GPS positioning is limited by bad weather (e.g. rainy or cloudy days) and usage location (e.g. tall buildings, tunnels, underpasses, trees, bridges...etc). Typically, GPS does not work indoors, nor can GPS signals penetrate buildings, car sun shades and heat reflective film with metallic content.

It can take several minutes the first time you establish a GPS connection. If you find the device cannot detect the satellite signal, try the following:

- Move the device to an open space without tall buildings or trees around it.
- Make sure there are no wireless communication products (e.g. radar-detecting devices and mobile phones) nearby since these products may cause unstable signal reception.
- Connect an external Bluetooth GPS receiver (not included in the package) to the device in order to enhance the reception.

Important Notice about Using GPS

- The GPS is built and operated by the US Defense Department. The accuracy of location data may be affected by changes made by the Department.

- GPS should not be used for precise location measurement. It can only be used as a navigation aid.
- Do not turn on the car engine when the device is connected to the car charger (not included in the package) as this may damage the device.
- Make sure the DC voltage provided by your car and the electric current supplied from your car charger are compatible with the device before using them.
- Using the GPS may drain the battery faster than usual.

7.5 Adding or Removing a Program

Choose one of the following methods to download a program. Make sure that the program you are going to download is compatible with the device before you purchase it.

- Open the Internet Explorer, go to the web site that has the program you want to download, and then follow the instructions to download and install the program to the device.
- Download the program to your PC and then copy the file to the Program Files folder using WMDC or ActiveSync on the device. Tap the file and follow the instructions on the screen to install the program.

To remove a program, do the following steps:

1. Tap **Start > Settings > System > Remove Programs**.
2. From **Programs in storage memory**, select the program that you want to remove, and then tap **Remove**.
3. Tap **Yes**.
4. If you want to keep existing data files on the device, tap **Yes**; otherwise, tap **No**.

7.6 Setting Password and Hint

You can set a password to protect the device data. Once the password is set, the device will require it to turn on and to wake up from a predetermined amount of idle time.

1. Tap **Start** > **Settings** > **Lock**. (If there is an existing device lock and you want to change it, enter the device lock password and then tap **Unlock**.)
2. Select **Prompt if device unused for**, then select the idle time before the device requires a password.
3. In **password type**, select Simple PIN or Strong alphanumeric. It is suggested to use an alphanumeric password if the device is configured to connect to a network.
4. Enter the password and then confirm it.
5. On the **Hint** tab, enter a phrase that will remind you what the password is. This hint will be displayed if you enter a wrong password five times.
6. Tap **OK** when finished.

7.7 Using Task Manager

You can view, switch, or end running programs by using Task Manager.

1. Tap **Start** > **Task Manager**. You can see information about programs and processes running on the device.
2. Do any of the following:
 - To switch to a running program, scroll to the program and then tap **Menu** > **Switch To**.
 - To end a program, scroll to the program and then tap **End Task**.
 - To end all programs, tap **Menu** > **End All Tasks** and then tap **Yes** to confirm.

7.8 Backup/Restore

It is advisable to make backups for your device data regularly in case important data is accidentally lost or damaged. You can backup the device's data and files to the device storage or compatible memory card, and then restore your data from those backup copies as needed.

Backing up Data

1. Tap **Start** > **Backup Manager**.
2. Tap the **Backup** icon in the left.
3. You can see a tree view of the data and files on the device. Select the check box(es) of the item(s) that you want to backup. Tap **Next**.
4. Rename the backup file and add description for it if needed. In **Storage Location**, select from the drop-down list. Tap **Next**.
5. Select whether to compress or/and encrypt the file, set a password for the file, and then tap **Next**.
6. Tap **Next**. If the available space in the device is not large enough, you will need to re-select your backup items.
7. Tap **Start** to start saving the backup file.
8. Tap **OK** when it is done.

Scheduling the Backup

You can set the device to backup automatically at specified times.

1. Tap **Start** > **Backup Manager**.
2. Tap the **Schedule Backup** icon in the middle.
3. Select **Enable schedule backup**. Specify days and times, and then tap **Next**.
4. Select the check box(es) of the item(s) that you want to backup. Tap **Next**.
5. Rename the backup file and add description for it if needed. In **Storage Location**, select from the drop-down list. Tap **Next**.
6. Select whether to compress or/and encrypt the file, set a password for the file, and then tap **OK** when finished.

Restoring Data

1. Tap **Start** > **Backup Manager**.
2. Tap the **Restore** icon in the right.
3. Select the file that you want to restore to the device. Tap **Next**.
4. Select whether to overwrite the data, and then tap **Start**.
5. Tap **OK** to continue.
6. Tap **OK** again when finished.

Appendix

A.1 Specifications

Processor	Marvell PXA310 624MHz
Operation System	Windows Mobile® 6.5 Classic
Memory	ROM: 512MB RAM: 256MB
Dimension	145.5mm(L)x79mm(W)x26.1mm(H)
Weight	300g with battery
Display	3.5" TFT LCD screen with 240x320 resolution
GPS	Ultra-sensitive GPS receiver
Connectivity	Bluetooth (2.0 compliant EDR) Wi-Fi (802.11 a/b/g compliant) USB (2.0 client)
Battery	Rechargeable Li-Ion Polymer 3.7V battery Capacity: 1880mAh Operating time: 4 hours
Expansion Slot	microSD™ memory card, supported SD / SDHC

A.2 Regulatory Notices

Regulatory Agency IDs

For regulatory identification purpose, your product is assigned a model number of **PTL565**.

The Battery Pack has been assigned a model number of **PTL565**.

This product is intended for use with a certified Class 2 Limited Power Source, rated 5 Volts DC, maximum 1 Amp power supply unit.

European Union Notice

Products with CE marking comply with the R&TTE Directive (99/5/EC), the EMC Directive (89/336/EEC), and the Low Voltage Directive (73/23/EEC) issued by the Commission of the European Community.

Compliance with these directives implies conformity to the following European Norms (in parentheses are the equivalent international standards).

- EN 300 328 V1.7.1
- EN 300 440-1 V1.4.1/ -2 V1.2.1
- EN 301489-1 V1.8.1/ -3 V1.4.1/ -17 V1.3.2
- EN 55022:2006 Class B+A1:2007; EN 55024:1998/A1:2001/A2:2003
- EN 60950-1:2006
- EN 301 893 V1.5.1
- EN 50360:2001/ EN 62209-1:2006

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List of National Codes

Country	ISO 3166 2 letter code	Country	ISO 3166 2 letter code
Austria	AT	Malta	MT
Belgium	BE	Netherlands	NT
Cyprus	CY	Poland	PL
Czech Republic	CZ	Portugal	PT
Denmark	DK	Slovakia	SK
Estonia	EE	Slovenia	SI
Finland	FI	Spain	ES
France	FR	Sweden	SE
Germany	DE	United Kingdom	GB
Greece	GR	Iceland	IS
Hungary	HU	Liechtenstein	LI
Ireland	IE	Norway	NO
Italy	IT	Switzerland	CH

Latvia	LV	Bulgaria	BG
Lithuania	LT	Rmonnia	RO
Luxembourg	LU	Turkey	TR

Federal Communications Commission (FCC) Statement

15.21

You are cautioned that changes or modifications not expressly approved by the part responsible for compliance could void the user's authority to operate the equipment.

15.105(b)

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

This device complies with Part 15 of the FCC Rules. Operation is subject to the Following two conditions:

- 1) this device may not cause harmful interference and
- 2) this device must accept any interference, including interference that may cause undesired operation of the device.


FCC RF Radiation Exposure Statement:

For body worn operation, this phone has been tested and meets FCC RF exposure guidelines when used with an accessory that contains no metal and that positions the handset a minimum of 1.5 cm from the body. Use of other accessories may not ensure compliance with FCC RF exposure guidelines.

WEEE Notice

The Waste Electrical and Electronic Equipment (WEEE) Directive is designed to encourage and regulate the collection, re-use, recycling and recovery of waste electrical and electronic equipment, which entered into force as European law on 13th February 2003. The Directive aims to improve the level of recycling of electrical and electronic equipment (EEE) and encourages designers to develop products with recycling efficiency in mind; it also aims to improve our environment and reduce risks to human health through the proper treatment of discarded goods.



The WEEE logo () on the product and its accessories or on its box indicates that this product must not be disposed of or dumped with your other household waste. You are liable to dispose of all your electronic or electrical waste equipment by relocating over to the specified collection point for recycling of such hazardous waste. Isolated collection and proper recovery of your electronic and electrical waste equipment at the time of disposal will allow us to help conserve natural resources and reduce harm to the environment and human health.

For more information about electronic and electrical waste equipment disposal, recovery and collection points, please contact your local government office, household waste disposal service, the retailer from where you purchased the equipment, or the manufacturer of the equipment.

RoHS Compliance

This product is in compliance with Directive 2002/95/EC of the European Parliament and of the Council of 27 January 2003, on the restriction of the use of certain hazardous substances in electrical and electronic equipment (RoHS) and its amendment.

Warning!

DANGER OF EXPLOSION IF BATTERY IS INCORRECTLY REPLACED. TO REDUCE RISK OF FIRE OR BURNS, DO NOT DISASSEMBLE, CRUSH, PUNCTURE, SHORT EXTERNAL CONTACTS, EXPOSE TO TEMPERATURE ABOVE 60.C (140.F), OR DISPOSE OF IN FIRE OR WATER. REPLACE ONLY WITH SPECIFIED BATTERIES. RECYCLE OR DISPOSE OF USED BATTERIES ACCORDING TO THE LOCAL REGULATIONS OR REFERENCE GUIDE SUPPLIED WITH YOUR PRODUCT.



Products with 2.4-GHz Wireless LAN Devices France

L'utilisation de cet équipement (2.4GHz wireless LAN) est soumise à certaines restrictions: cet équipement peut être utilisé à l'intérieur d'un bâtiment en utilisant toutes les fréquences de 2400 à 2483.5MHz (Chaîne 1-13). Pour une utilisation en environnement extérieur, les fréquences comprises entre 2400-2454 MHz (Chaîne 1-9) peuvent être utilisés. Pour les dernières restrictions, voir <http://www.art-telecom.fr>.

For 2.4-GHz wireless LAN operation of this product, certain restrictions apply. This equipment may use the entire 2400-MHz to 2483.5-MHz frequency band (channels 1 through 13) for indoor applications. For outdoor use, only 2400-2454 MHz frequency band (channels 1-9) may be used. For the latest requirements, see <http://www.art-telecom.fr>.

Wireless LAN Module's Maximum EIRP

Frequency Ranges (MHz)	Indoors	Outdoors
2400 MHz ~ 2446.5 MHz	10mW	Not Permitted
2446.5 MHz ~ 2483.5 MHz	100mW	100mW on private property with Ministry of Defense approval.

This device has been tested to comply with the Sound Pressure Level requirement laid down in the applicable EN 50332-1 and/or EN 50332-2 standards. Permanent hearing loss may occur if earphones or headphones are used at high volume for prolonged periods of time.

Logo



Warning statement:

À pleine puissance, l'écoute prolongée du baladeur peut endommager l'oreille de l'utilisateur.